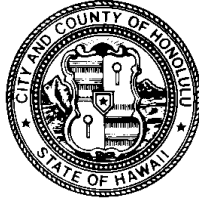


DEPARTMENT OF PARKS & RECREATION  
**CITY AND COUNTY OF HONOLULU**

1000 Uluohia Street, Suite 309, Kapolei, Hawaii 96707  
Phone: (808) 768-3003 • Fax: (808) 768-3053  
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KIRK CALDWELL  
MAYOR



MICHELE K. NEKOTA  
DIRECTOR

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DEPUTY DIRECTOR

**93<sup>rd</sup> LEI DAY CELEBRATION  
YOUTH HAWAIIAN LEI CONTEST**

**LEI CONTEST RULES**

Sponsored by the Department of Parks and Recreation  
Friday, May 1, 2020 –Kapi‘olani Park

**RULES**

1. Any individual may enter an unlimited number of lei. All lei must be made entirely by the contestant.
2. Age determination is based on the lei maker's age on May 1, 2020.

<u>CLASS</u>	<u>AGE GROUP</u>
I	5 years and under
II	6 through 8 years
III	9 through 12 years
IV	13 through 17 years
3. Each lei must be accompanied by a completed official entry form, containing the signature of a parent or authorized adult, and submitted to the Lei Receiving booth at Kapi‘olani Park, on May 1, 2020, from 7:30 a.m. to 9:00 a.m. **Lei submitted after the 9:00 a.m. deadline will not be accepted.**
4. **All lei entered in the contest will not be returned.** Lei will be taken to Mauna ‘Ala, the Royal Mausoleum at 2261 Nu‘uanu Avenue, on May 2, 2020. The public is invited to this ceremony, which begins at 9:00 a.m. The lei may be viewed before the ceremony begins. As part of the ceremony, the public participates by draping the lei on the crypts and tombs of Hawai‘i’s ali‘i. Following the Mauna ‘Ala ceremony, a brief ceremony to honor King Lunalilo will be held at Kawaiāha‘o Church, at 957 Punchbowl Street.
5. The Department of Parks and Recreation reserves the right to:
  - a. disqualify any lei that does not comply with the contest rules or division specifications.
  - b. disqualify any lei submitted in which the contestant does not meet the eligibility requirements.
  - c. disqualify any lei registered in the wrong division/category.Disqualified lei will not be displayed and will be returned to the lei maker.

6. All decisions made by the Department of Parks and Recreation are final.
7. All lei must be wearable.
8. All lei must be made in one (1) or a combination of any of the following Hawaiian methods:

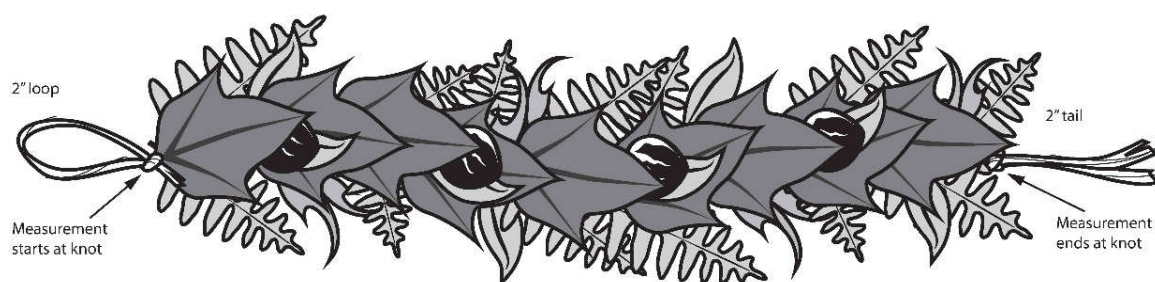
**METHOD**

**DESCRIPTION**

Haku:	Braiding flowers, leaves, and/or fruit in a three-strand plait of fern, lau kī (ti leaf), hau fiber, etc.
Hili:	Braiding or weaving of a single plant material.
Humupapa:	Plant materials are sewn to a foundation of dried banana fiber, lauhala, lau kī or other suitable materials.
Kui:	Plant materials are strung together through the center or side.
Kīpu‘u:	The stems of leaves are knotted together to make a chain. No cordage or needle is used.
Wili:	Plant materials are placed on a backing of lau kī, lauhala, dried banana fiber or other suitable material and wound with fiber or thread around the plant material and backing.

9. All lei shall be made with natural plant materials and limited to flowers, leaves, stems, roots, fruits, and seeds.
10. Lei using non-natural materials, artificial treatment or artificial coloring of natural materials **shall be disqualified**. Wire cannot be used. Lei bound with the following artificial or treated materials: string, ribbon, yarn and dental floss is allowed.
11. Endangered plants shall not be used. Any lei containing endangered plants will be disqualified and will not be displayed. A list of endangered plants is available for review at the:  
 State Department of Land and Natural Resources  
 Forestry and Wildlife Division  
 1151 Punchbowl Street, Room 325  
 Telephone: 587-0166  
 Website: <http://dlnr.hawaii.gov/dofaw/rules/endangered-plants/>  
 Please check the DLNR/DOFAW website for updates to this list  
 (<http://dlnr.hawaii.gov/dofaw/>).
12. All lei must have a 2 inch (5.1cm) loop (for hanging) at the top; with a 2 inch (5.1cm) tail at the bottom end (this identifies the top and bottom of the lei). Lei must be untied.
13. All lei entered in the contest must be a minimum of 22 inches (55.9cm) and a maximum of 24 inches (61cm) long - does not include 2 inch (5.1cm) loop and 2 inch (5.1cm) tail.

Measurement will be taken from the knot of the 2-inch loop to the knot at the end of the lei. See illustration below.



14. **DIVISIONS AND AWARDS:**

Any number of lei may be entered by an individual in each class.

**Class I Awards: 5 years and under**

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

**Class II Awards: 6 through 8 years**

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

**Class III Awards: 9 through 12 years**

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

**Class IV Awards: 13 through 17 years**

PLACEMENT	AWARD	RIBBON
First Place	\$40.00	Blue
Second Place	\$30.00	Red
Third Place	\$20.00	White

15. **AWARDING OF PRIZES** – Contestants need not be present to win. Winners will receive their awards through the mail, **after May 31, 2020**. To receive an award, all winners irrespective of award amount, age or citizenship must have a Taxpayer Identification Number and submit a form W-9 or W-8BEN to the City no later than **May 15, 2020**. **Should you not complete this process by May 15, 2020, we will assume that you have decided to waive and forfeit any and all rights or claims to receive the prize monies.** If you are in the process of obtaining an ITIN (discussed below) and cannot meet the May 15, 2020 deadline, please contact Mr. Randy Yasuhara at (808) 768-3045 **before** May 15, 2020 or your prize will be considered forfeited.

To obtain a Taxpayer Identification Number, you must do the following:

- You must have a Social Security Number (SSN) or an Individual Taxpayer Identification Number (ITIN). In order to obtain a Taxpayer Identification Number:
    - **SSN** – To obtain a SSN, complete and submit an Application for Social Security Card to the Honolulu Social Security Office, 300 Ala Moana Boulevard, Suite 1114, Honolulu, Hawaii 96850, phone 772-1213. It will take approximately ten business days to obtain a social security card.
    - **ITIN** - Persons, who are not eligible for a SSN, must obtain an ITIN. An ITIN is a nine-digit number issued by the U.S. Internal Revenue Service (IRS) to persons who are required for U.S. tax purposes to have a U.S. taxpayer identification number, but who do not have and are not eligible to get a SSN.
      - To obtain an ITIN, the person must submit a completed W-7 IRS form (Individual Tax Identification Number Application) to the IRS. Because it takes four (4) to six (6) weeks to receive an ITIN, please submit your W-7 IRS form to the IRS as soon as possible in order to meet the May 15, 2020 deadline.
  - After obtaining an SSN or ITIN, the person must complete the following:
    - W-9 form (Request for Taxpayer Identification Number and Certification) (for persons with SSN);
    - OR
    - W-8BEN form (Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding) (for persons with ITIN);
  - All W-9 or W-8BEN forms shall be faxed or emailed to the City's Budget and Fiscal Services (BFS) Purchasing Division at: FAX (808) 768-3299 ATTN: Vendor Control; or email to: [bfspurchasing@honolulu.gov](mailto:bfspurchasing@honolulu.gov). **The deadline to submit the W-9 or W-8BEN form to BFS Purchasing is MAY 15, 2020. It is your responsibility to assure that the form is submitted to and received by BFS Purchasing. DO NOT SUBMIT THE COMPLETED W-9 OR W-8BEN FORM TO THE DEPARTMENT OF PARKS AND RECREATION.**
16. All lei will be on display to the public on May 1, 2020 from 1:00 p.m. – 5:30 p.m., at Kapiʻolani Park (between the bandstand and Waikīkī Shell).
17. For more information about the contest, please contact Mr. Randy Yasuhara of the Department of Parks and Recreation at (808) 768-3045.



*Accommodations are available upon request to persons with disabilities, please call (808) 768-3003 or send an email to [parks@honolulu.gov](mailto:parks@honolulu.gov) at least 3 working days prior to the event.*

**93<sup>rd</sup> LEI DAY CELEBRATION**  
**AWAIIAN LEI CONTEST**  
 City & County of Honolulu  
 Department of Parks & Recreation (DPR)

**AGE CATEGORY (check one):**

☐ Class I: 5 yrs & under

☐ Class II: 6 – 8 yrs

☐ Class III: 9 –12 yrs

☐ Class IV: 13 – 17 yrs

- ☐ Class I: 5 yrs & under
- ☐ Class II: 6 – 8 yrs
- ☐ Class III: 9 –12 yrs
- ☐ Class IV: 13 – 17 yrs

**LEI MADE BY:**

First

Middle

Last

MAILING ADDRESS: \_\_\_\_\_

MAILING CITY, STATE, ZIP CODE: \_\_\_\_\_

City

State/Country

Postal Code

E-MAIL ADDRESS:

Business

Residence

Cell

Fax

City &amp; County of Honolulu Vendor Code:\_\_\_\_\_

**PARK NAME:** \_\_\_\_\_

AGE (as of 5/01/20):

DPR reserves the right to require the applicant to provide proof of verification of age in the event of a dispute.

**I (legal guardian/parent/authorized adult) have completed this form on behalf of the contestant, and am responsible for the information given. I verify that the information indicated above is true and correct. I have read and explained the rules of the City and County of Honolulu Hawaiian Lei Contest to the contestant.**

**Legal Guardian / Parent / Authorized Adult's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Date \_\_\_\_\_

**If lei is chosen as a winner, please refer to Youth Hawaiian Lei Contest Rule #15, Awarding of Prizes**  
*(Please complete the BACK SIDE of this form)*

**LEI STYLE (check all that applies):**☐ Haku☐ Kui☐ Hili☐ Kīpu‘u☐ Humupapa☐ Wili**PLANT/MATERIALS USED: (Please check)**

- |  |   |  |   |  |
|--|---|--|---|--|
| <input type="checkbox"/> ‘A‘ali‘i                        | <input type="checkbox"/> Cigar flower (kīkā)                      | <input type="checkbox"/> Anomalum)                       | <input type="checkbox"/> Marguerite daisy               | <input type="checkbox"/> Sandpaper vine                        |
| <input type="checkbox"/> Agonis foliage                  | <input type="checkbox"/> Clerodendrum (bleeding heart)            | <input type="checkbox"/> Honeysuckle                     | <input type="checkbox"/> Marigold                       | <input type="checkbox"/> Shrimp plant (white, red, yellow)     |
| <input type="checkbox"/> ‘Aki‘aki                        | <input type="checkbox"/> Coral plant (hanging firecracker)        | <input type="checkbox"/> Hoya                            | <input type="checkbox"/> Ma‘o (Hawaiian cotton)         | <input type="checkbox"/> Sea grape                             |
| <input type="checkbox"/> ‘Ākulikuli                      | <input type="checkbox"/> Croton                                   | <input type="checkbox"/> Huapala                         | <input type="checkbox"/> Mau‘u ‘aki‘aki                 | <input type="checkbox"/> Silver tree                           |
| <input type="checkbox"/> Agapanthus                      | <input type="checkbox"/> Crown flower                             | <input type="checkbox"/> Hydrangea                       | <input type="checkbox"/> Maunaloa                       | <input type="checkbox"/> Snail flower                          |
| <input type="checkbox"/> Ageratum                        | <input type="checkbox"/> Cymbidium                                | <input type="checkbox"/> Hypericum                       | <input type="checkbox"/> Mickey Mouse                   | <input type="checkbox"/> Snap dragon                           |
| <input type="checkbox"/> Alahe‘e (walahe‘e)              | <input type="checkbox"/> Daisy                                    | <input type="checkbox"/> ‘Ilima                          | <input type="checkbox"/> Moa                            | <input type="checkbox"/> Solidaster                            |
| <input type="checkbox"/> Alstromeria                     | <input type="checkbox"/> Davallia fern (Shinobu)                  | <input type="checkbox"/> Ironwood (casuarina)            | <input type="checkbox"/> Mock orange                    | <input type="checkbox"/> Spanish moss/Pele's Hair              |
| <input type="checkbox"/> Asparagus fern                  | <input type="checkbox"/> Delphinium (Bella Donna)                 | <input type="checkbox"/> Ixora                           | <input type="checkbox"/> Mokihana                       | <input type="checkbox"/> Spirea                                |
| <input type="checkbox"/> Alyssum                         | <input type="checkbox"/> Dendrobium                               | <input type="checkbox"/> Joyweed                         | <input type="checkbox"/> ‘Ohai ali‘i                    | <input type="checkbox"/> Statice (misty statice)               |
| <input type="checkbox"/> Aster (Monte Casini)            | <input type="checkbox"/> Dracaena (song of India)                 | <input type="checkbox"/> Kalanchoe                       | <input type="checkbox"/> ‘Ōhelo                         | <input type="checkbox"/> Stephanotis                           |
| <input type="checkbox"/> Astilbe                         | <input type="checkbox"/> Dusty miller                             | <input type="checkbox"/> Kauna‘oa                        | <input type="checkbox"/> ‘Ōhi‘a (lehua, liko lehua)     | <input type="checkbox"/> Strawflower                           |
| <input type="checkbox"/> Baby’s Breath (gypsophila)      | <input type="checkbox"/> Eryngium                                 | <input type="checkbox"/> Kī (ti leaf)                    | <input type="checkbox"/> Ola‘a beauty                   | <input type="checkbox"/> Sunflower                             |
| <input type="checkbox"/> Bachelor’s button (cornflower)  | <input type="checkbox"/> Eucalyptus                               | <input type="checkbox"/> Kīkānia                         | <input type="checkbox"/> Oncidium                       | <input type="checkbox"/> Sweet William                         |
| <input type="checkbox"/> Balloon flower (bell flower)    | <input type="checkbox"/> Freesia                                  | <input type="checkbox"/> Koa                             | <input type="checkbox"/> Pakalana                       | <input type="checkbox"/> Ti-leaf (Kī)                          |
| <input type="checkbox"/> Banksia                         | <input type="checkbox"/> Feverfew (tanacetum)                     | <input type="checkbox"/> Kou                             | <input type="checkbox"/> Pala‘ā                         | <input type="checkbox"/> Tiare (Tahitian gardenia)             |
| <input type="checkbox"/> Bear grass                      | <input type="checkbox"/> Firecracker                              | <input type="checkbox"/> Kou haole                       | <input type="checkbox"/> Panax                          | <input type="checkbox"/> Torea (wishbone flower, ola‘a beauty) |
| <input type="checkbox"/> Begonia                         | <input type="checkbox"/> Galphimia                                | <input type="checkbox"/> Kukui                           | <input type="checkbox"/> Pansy                          | <input type="checkbox"/> Trachelium                            |
| <input type="checkbox"/> Billy balls (Craspedia)         | <input type="checkbox"/> Geranium                                 | <input type="checkbox"/> Kupukupu                        | <input type="checkbox"/> Pentas                         | <input type="checkbox"/> Tree heliotrope                       |
| <input type="checkbox"/> Bird of paradise                | <input type="checkbox"/> Ginger (circle) white, yellow, red, pink | <input type="checkbox"/> Lantana                         | <input type="checkbox"/> Pieris japonica                | <input type="checkbox"/> Tricolor dracaena                     |
| <input type="checkbox"/> Blue jade                       | <input type="checkbox"/> Globe amaranth (bozo or bozu)            | <input type="checkbox"/> Lantern ‘ilima                  | <input type="checkbox"/> Pīkake                         | <input type="checkbox"/> Tuberoses                             |
| <input type="checkbox"/> Bougainvillea                   | <input type="checkbox"/> Goldenrod                                | <input type="checkbox"/> Larkspur                        | <input type="checkbox"/> Pilikai (wood rose)            | <input type="checkbox"/> Turk’s cap                            |
| <input type="checkbox"/> Bouvardia                       | <input type="checkbox"/> Grevillea                                | <input type="checkbox"/> Laua‘e                          | <input type="checkbox"/> Plumeria                       | <input type="checkbox"/> ‘Uki                                  |
| <input type="checkbox"/> Brunia                          | <input type="checkbox"/> Hala                                     | <input type="checkbox"/> Lavender                        | <input type="checkbox"/> Pōhinahina                     | <input type="checkbox"/> ‘Ūlei                                 |
| <input type="checkbox"/> Blupleurum                      | <input type="checkbox"/> Heather                                  | <input type="checkbox"/> Leather leaf fern               | <input type="checkbox"/> Pōhutukawa (New Zealand lehua) | <input type="checkbox"/> Uluhe                                 |
| <input type="checkbox"/> Calendula                       | <input type="checkbox"/> He‘e (octopus)                           | <input type="checkbox"/> Leucadendron                    | <input type="checkbox"/> Protea                         | <input type="checkbox"/> Vanda orchid                          |
| <input type="checkbox"/> Candle brush                    | <input type="checkbox"/> Hedyotis                                 | <input type="checkbox"/> Leucospermum (pin cushion)      | <input type="checkbox"/> Pua kenikeni                   | <input type="checkbox"/> Veronica                              |
| <input type="checkbox"/> Carnation                       | <input type="checkbox"/> Hemigraphis                              | <input type="checkbox"/> Limu                            | <input type="checkbox"/> Pūkiawe                        | <input type="checkbox"/> Violet                                |
| <input type="checkbox"/> Celosia                         | <input type="checkbox"/> Hibiscus                                 | <input type="checkbox"/> Linaria                         | <input type="checkbox"/> Queen Anne’s lace              | <input type="checkbox"/> Wax flower                            |
| <input type="checkbox"/> Chinaman’s hat (cup and saucer) | <input type="checkbox"/> Hinahina (Helitropium)                   | <input type="checkbox"/> Liriope                         | <input type="checkbox"/> Ranunculus                     | <input type="checkbox"/> Wiliwili                              |
| <input type="checkbox"/> Chrysanthemum                   |   | <input type="checkbox"/> Lisianthus                      | <input type="checkbox"/> Ribbon plant                   | <input type="checkbox"/> Yarrow                                |
| <input type="checkbox"/> Cibotium (tree fern)            |   | <input type="checkbox"/> Lobelia                         | <input type="checkbox"/> Rose                           | <input type="checkbox"/> Zinnia                                |
|  |   | <input type="checkbox"/> Loke lau (green rose)           | <input type="checkbox"/> Royal ‘ilima                   |  |
|  |   | <input type="checkbox"/> Lokelani                        | <input type="checkbox"/> Safflower                      |  |
|  |   | <input type="checkbox"/> Maile                           | <input type="checkbox"/> Salvia                         |  |
|  |   | <input type="checkbox"/> Māmane                          |   |  |
|  |   | <input type="checkbox"/> Mangrove                        |   |  |
|  |   | <input type="checkbox"/> Manuka (tea tree, Leptospermum) |   |  |

And others (please print legibly and use common names):